



REGULAR MEETING – ADA TRANSITION COMMITTEE AGENDA

AUGUST 5, 2026, 10:00 AM
ROOM 231 AND ZOOM VIRTUAL MEETING

To allow public access, anyone may access a meeting by telephone and/or Zoom, or a recording in the City of Norwalk YouTube channel. Specific instructions and links can be found at norwalkct.gov/meetings.



Members of the public may call in to participate. Callers will not be able to see the meeting participants. All participants will be muted upon entering the meeting. To speak, dial *9 on the phone and you will be called on by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.



Members of the public who wish to provide "live comments" may also use the Zoom meeting platform. All participants will be muted upon entering the meeting. To speak, click the "raise your hand indicator" and you will be called by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.



Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be included into the record, they must be submitted by 12:00 p.m. the day of the meeting. Please email William Hnatuk at whnatuk@norwalkct.gov with the subject line "Public Comment" to provide written public comment prior to the meeting.

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **ACCEPTANCE OF MINUTES**
 - A. **Regular Meeting: DATE**
 - 1. 06-03-26
- IV. **PUBLIC PARTICIPATION**
- V. **OLD BUSINESS**
 - A. **A. On-going Projects:**

- City Hall Drive curb ramps

- **Concert Hall Restroom Renovation**

B. Review of ADA Month Events

- **June Staff Training**
- **ADA Month Proclamation Event**
- **Community Center Event Aug. 1st**

VI. NEW BUSINESS

A. A. Upcoming ADA Capital Improvement Project Priorities:

- **Senior Center Ramp**
- **Gallaher Mansion Elevator**

VII. DISCUSSION

VIII. ADJOURNMENT

UPCOMING MEETINGS

A. Wednesday October 7th, 2026 10:00am, Room 231/Zoom

**CITY OF NORWALK
ADA TRANSITION COMMITTEE
REGULAR MEETING MINUTES – JUNE 3, 2026
ROOM 231 AND ZOOM**

ATTENDANCE: Mr. Jan Degenshein; Terri Bell; Brett Davis; Susanne Giannitti;
James McClellan ; Derek DeMarche; Reverend Richard W. Clarke.

STAFF: Julie Foy, Chief of Community Services; Keenan McMahon,
Director of Human Services; William Hnatuk, ADA Coordinator

CALL TO ORDER

Mr. Hnatuk called the meeting to order at 10:00 a.m. in place of the Chair. There was a quorum present.

ROLL CALL

Mr. Hnatuk acknowledged those present as above noted.

ACCEPTANCE OF MINUTES

April 1, 2026, Regular Meeting and April 28, 2026, Special Meeting

There was a requested amendment to add his name to the attendance record for the April 28 special meeting.

**** MR. DEGENSHIEIN MOVED TO APPROVE THE MINUTES AS AMENDED.**

**** SECOND BY MR. MCCLELLAN.**

**** MOTION PASSED.**

PUBLIC PARTICIPATION

No public comments were offered.

OLD BUSINESS

A. On-going Projects

City Hall Drive Curb Ramps Contract returned from Law Department and delivered to DPW. Work expected to begin within the next couple of weeks with a 45-day completion window.

Concert Hall Restroom Renovation Scheduled to begin by July 1. Goal is completion by end of summer. No disruption to Concert Hall use is anticipated if the project extends slightly.

Customer Service Counter Upgrades Architectural drawings completed for Tax Collector's office and Security desk in the atrium. Security desk project was delayed pending input from Property Management and the Mayor's office. Remaining funds are approximately \$100,000–\$105,000. Work on major counter projects will be paused until the Concert Hall restroom project is well underway to avoid over-commitment of funds. Next focus will be the simpler Tax Assessor counter project.

NEW BUSINESS

A. Upcoming Events

i. ADA Staff Training – June 24, 2026, 10:00 a.m. Training on reasonable modifications and effective communication (scenario-based) will be conducted virtually by the New England ADA Center in the Community Room. Light lunch to be provided. Focus is on attendance by department heads and Law Department staff. All committee members are welcome.

ii. ADA Awareness Month Event – July 2026 Mayoral proclamation and speakers (STAR, Ability Beyond, and others to be invited). Date to be confirmed (likely second or third week of July). Banner will be displayed for the month. Social media posts and additional programming ideas were discussed, including potential collaboration with Rec & Parks at the new Recreation Center.

B. Upcoming ADA Capital Improvement Project Priorities

The following priorities were confirmed for funding available July 1:

1. **Senior Center Ramp** (top priority) – Drawings for the ramp and connecting courtyard (HUD grant-funded) are being finalized. New accessible doors with power openers will be included. Work targeted to begin as soon as possible, with completion hoped for by end of summer.
2. **Gallaher Mansion Elevator** – To follow the Senior Center ramp. Coordination with Rec & Parks to avoid conflicting work.
3. **Benjamin Franklin Center FCA Improvements** – To be addressed with remaining funds.

DISCUSSION

General updates were provided on the ADA Transition Plan, updated policies posted on the City website, and Rec & Parks CAPRA accreditation requirements. Committee members offered suggestions for July awareness activities and social media content.

ADJOURNMENT

**** MR. DEGENSHEIN MOVED TO ADJOURN.**

**** SECOND BY TERRI BELL.**

**** MOTION PASSED.**

The meeting was adjourned at approximately 11:45 a.m.

Respectfully Submitted,
Courtney Baldwin
Recording Secretary